



# Los Angeles County AUDIT COMMITTEE

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September 12, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

## COMMISSION REVIEW PROCESS--SUNSET REVIEW FOR THE COMMISSION ON HIV

(ALL DISTRICTS AFFECTED) (3 VOTES)

### IT IS RECOMMENDED THAT YOUR BOARD:

Approve introduction of ordinance extending the sunset review date for the Commission on HIV to July 1, 2011.

### PURPOSE OF RECOMMENDED ACTION/ JUSTIFICATION:

On December 1, 1994, the Audit Committee submitted its initial report in response to your Board's instruction to review the effectiveness of County commissions, committees and task forces defined under Chapters I and IV of the Los Angeles County Committee Book. Consistent with your Board's instructions, the Audit Committee is submitting the results of the evaluation of the Commission on HIV (Commission) performed by the Auditor-Controller, and recommendations from Audit Committee for further action by your Board.

The Commission provides planning and evaluation of the County's Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome (HIV/AIDS) services delivery systems to improve the health outcome and the quality of life for people living with HIV/AIDS.

During this review period, the Commission's accomplishments included: the development of a streamlined more efficient and effective Commission operations and decision making; autonomous and independent Commission decision-making; more powerful voices and perspectives representing consumers and providers in the planning cycles and mechanism; ongoing communications with the Board Offices, Departments of Health Services, Public Health, Mental Health offices and entities; minimum service delivery expectations and mechanisms to measure performance against those expectations; enhanced service coordination and reduction in duplication of services/effort (e.g., Cross-Title Collaboration, Service Provider Networks, etc); and continuous quality improvement of service delivery system operations and activities.

### **FISCAL/FINANCING IMPACTS:**

The Office of AIDS Programs and Policies (OAPP) provides support for the Commission activities, however, staff support is provided by the Executive Office because the Commission makes recommendations regarding program funding. Staff support from the Executive Office reinforces the Commission's independence when formulating funding priorities.

The Commission is required by the federal Ryan White Comprehensive AIDS Resources Emergency (CARE) Act, which provides approximately \$35 million a year for HIV/AIDS-related services in the County. The Commission is responsible for setting treatment priorities and allocations; evaluating service needs and effectiveness; and advising the Board on issues related to HIV funding and related issues. The CARE Act is reauthorized every five years by congress. Our recommendation to extend the Commission's sunset date coincides with the CARE Act's current reauthorization.

There is no net County cost for supporting the Commissions and Commissioners serve without compensation. When required to travel outside the County in the performance of Commission duties, members may be reimbursed from CARE Act funds for necessary traveling expenses, including transportation, meals and lodging. Travel must receive prior written approval from the Director of Health Services or his designee for reimbursement.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

The Commission was created by Chapter 3.29 of the Los Angeles County Code and continued by Board Order No. 40 of February 14, 1995, Ordinance No. 95-0010; Board Order No. 10 of January 27, 1998, Ordinance No. 98-0002; Board Order No. 91 of April 3, 2001 and Board No. 63 of April 10, 2001, Ordinance No. 2001-0039; Board Order No. 53 of January 21, 2003; and Board Order No. 13 of January 28, 2003, Ordinance No. 2003-0010; Board Order No. 14 of November 30, 2004 and Board Order No. 48 of December 7, 2004, Ordinance No. 2004-0070; Board Order No. 25 of June 7, 2005 and Board Order No. 61 of June 7, 2005; Board No. 73 of June 14, 2005, Ordinance No. 2005-0044.

To be eligible for assistance under the CARE ACT, the County was required to establish an HIV Health Services Planning Council reflecting the demographics of these areas affected. Federal legislation mandates a planning council to obtain Title I CARE ACT funds from the federal government.

The Commission consists of forty-two (42) members, appointed by the Board and nominated by various task forces, community organizations and representatives from high risk populations concerned with HIV/AIDS and its impact on the community. The Commission meets eleven times a year with 25-30 members, on average attend every Commission meeting.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS):**


Extending the sunset review date for the Commission will allow this body to continue in the effort to provide emergency assistance to those Los Angeles County residents



disproportionately affected by the HIV epidemic. The Commission can also continue to assist other public and private nonprofit entities in developing, organizing, coordinating, and operating more effective and cost efficient systems for delivering essential services to individuals and families with the HIV/AIDS disease.

For the next evaluation period, the Commission will complete annual and strategic workplans for the Commission and Committees, develop a performance-based system, link Commission tasks, objectives/goals to client/health outcomes; develop a distinct comprehensive training program, including orientation manuals for each committee, for new members of the Commission, Consumer Advisory Boards and Service Provider Networks; complete the Memorandum of Understanding with OAPP, final policies and procedures, and assignment/directive monitoring system for internal and external activities; ongoing continuous quality improvement oversight, assessment and modification of administrative mechanism operations; and continue providing the most effective and best advice to the Board of Supervisors on all matters of HIV/AIDS.

Respectfully submitted,



LOUISA OLLAGUE  
Chairperson, Audit Committee

cc: Chief Administrative Office  
Executive Officer of the Board of Supervisors  
Commission Services  
County Counsel  
Auditor-Controller  
Commission on HIV



J. TYLER McCAULEY  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

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AGENDA ITEM V.a

August 1, 2006

AUG 17 2006

TO: Audit Committee

FROM: J. Tyler McCauley  
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY COMMISSION  
ON HIV HEALTH SERVICES**

We recommend extending the Los Angeles County Commission on HIV Health Services' (CHHS) sunset review date to July 1, 2011.

The CHHS is required by the federal Ryan White Comprehensive AIDS Resources Emergency (CARE) Act, which provides approximately \$35 million a year for HIV/AIDS-related services in the County. The CHHS is responsible for setting treatment priorities and allocations; evaluating service needs and effectiveness; and advising the Board on issues related to HIV funding and related issues.

The CARE Act is reauthorized every five years by Congress. Our recommendation to extend the CHHS' sunset date coincides with the CARE Act's current reauthorization.

Please call if you have any questions.

JTM:MMO:JLS:MR

- c: Craig Vincent-Jones, Executive Director, Commission on HIV Health Services  
Carla Bailey, Co-Chair, Commission on HIV Health Services  
Anthony Braswell, Co-Chair, Commission on HIV Health Services  
Sachi A. Hamai, Executive Officer  
Jim Corbett, Manager, Commission Services  
Public Information Office